



## SERVER PURCHASE POLICY

Policy Number: Operations (ITP) 00-4

Re-issued

Effective Date: 04/01/2007

### 1. Purpose

Establish IOT as the sole reviewer and authorizer of all server procurements.

### 2. Revision History

Revision Date	Revision Number	Change Made	Reviser
04/01/2007	01	Defined Policy	Jim Rose
05/17/2007	02	General Revisions	R. Bauchle
05/31/2013	03	Review	M. Gross
10/07/2021	04	Review	E. Winblad

### 3. Persons, Groups, Systems Affected

All agencies within the Executive Branch of Indiana State Government

### 4. Policy

Post consolidation, IOT is responsible for reviewing the purchase of all server equipment to be utilized by Executive branch agencies.

### 5. Responsibilities

#### 5.1. End users/customers

5.1.1. Specification of server equipment requirements

#### 5.2. Agency

5.2.1. Specification of server equipment requirements

#### 5.3. Agency Business Units

5.3.1. Specification of server equipment requirements

#### 5.4. Contractors, vendors, etc

5.4.1. Specification of server equipment requirements

#### 5.5. IOT staff

5.5.1. Review of agency server equipment requirements

5.5.2. Approval during procurement workflow

### 6. Definitions/References

Statutory Authority IC 4-13.1